

AAPSE EC/BOD Minutes

2/26/18

11:00am-12:00 pm
Eastern

Zoom/Teleconference

Meeting called by: Kerry Richards

Type of meeting: Executive Committee (EC)/Board
of Directors (BOD)

Recorded by: Betsy Buffington

Attendees: EC: Betsy Buffington, Kim Pope Brown, Kerry Richards, Sonja Thomas
BOD: Pat Hastings, Tana Haugen-Brown, Rachel Maccini, Frannie Miller
Other: Ples Spradley

Minutes

Agenda item: 1. AAPSE Dues Update **Presenter:** Sonja Thomas

Discussion: Sonja Thomas is working to get an online system through the AAPSE website to accept membership dues. The only way AAPSE can accept payment is by using PayPal. The cost is 2.5% per transaction. The online fee for PayPal has been paid for this year. Next year's PayPal fee is \$50. The AAPSE website is already set up to push out emails notifying members of membership renewals. AAPSE members would have a choice of either paying online or mailing their renewal and payment in to the AAPSE secretary, Sonja Thomas. The membership committee is working to update the membership brochure. Rachel Maccini moved to approve paying for PayPal to collect dues. Seconded by Ples Spradley. Motion passed.

| Action items | Person responsible | Deadline |
|---|--------------------|----------|
| ✓ Work with membership committee to develop welcome package to get new people on board. Include email/letter to new PSEP coordinators and staff members with the benefits of AAPSE and information about the AAPSE website to encourage them be members of AAPSE. | Sonja Thomas | 3/15/18 |

Agenda item: 2. AAPSE Website **Presenter:** Sonja Thomas

Discussion: The AAPSE website is being maintained by Mike Weaver and managed by Whitney Weaver and Sonja Thomas. The website is no longer affiliated directly with Virginia Tech; instead it is set up through Wild Apricot so it is a stand-alone website. The URL is still www.aapse.org. Critical updates to the website such as having the emails and phone numbers available in the directory have been completed. The website is continuing to be updated with information from the old website including governance, by-laws, and previous minutes. Historical information on the old website could either be archived or put on new website. Pat Hastings requested that the new website include the ability to query posts to the AAPSE listserv through the website as was provided on the previous website. Sonja Thomas will ask Mike Weaver if that is still possible with the listserv now going through Google.

| Action items | Person responsible | Deadline |
|--|--------------------|----------|
| ✓ Send email to AAPSE listserv with URL link to website. | Sonja Thomas | 3/2/18 |

| Action items | Person responsible | Deadline |
|--|--------------------|----------|
| ✓ Send email to membership on how to query the AAPSE listserv. | Sonja Thomas | 3/23/18 |

Agenda item: 3. Development of Conflict of Interest Policy Update **Presenter:** Kerry Richards

Discussion: No update was given as Committee Chair Don Renchie was not in attendance.

| Action items | Person responsible | Deadline |
|---|--------------------|----------|
| ✓ Review documents and send potential member names to AAPSE EC/BOD. | Don Renchie | 3/6/18 |
| ✓ Work with Tom Smith to send information to committee members Ples Spradley and Clyde Ogg. | Kerry Richards | 3/6/18 |

Agenda item: 4. AAPSE National Meeting and PACT National Meeting **Presenter:** Kerry Richards

AAPSE National Meeting Discussion: Betsy Buffington stated that the decision to hold past AAPSE national meetings was voted on by the AAPSE EC on a year by year basis. Previous AAPSE boards also noted that raising membership dues or charging a registration fee may be necessary to pay for an annual meeting.

Currently, there is no long-standing decision that we hold an AAPSE national meeting every year. The decision on whether to hold an AAPSE national meeting has not been discussed in 2018. Kerry Richards stated that because of the late date, there will not be a separate AAPSE national meeting this year.

Kim Pope Brown discussed making a board decision about either holding an AAPSE annual meeting every year or deciding based on a year-to-year basis. It was decided that the discussion on whether to hold an AAPSE national meeting in future years should be sent to a new meetings committee, formed by Kerry Richards.

PACT National Meeting Discussion: Kerry Richards stated that the EPA Meetings grant, which funds the Pesticide Safety Education and Training (PACT) meetings has not officially been awarded. Kerry Richards stated that Tom Smith with NPSEC is moving forward with a national PACT meeting, regardless of the funding status of the EPA Meetings grant.

NPSEC will have an Adobe Connect session for those who cannot attend the meeting in person. Kerry Richards has asked that AAPSE have a Board of Directors meeting 8/12/18 before the PACT meeting in North Carolina (8/13/18-8/16/18) and a membership meeting after the conclusion of the PACT meeting.

The meeting survey has not yet been sent out because EPA has asked AAPSE to add a question to the survey asking what travel restrictions, if any, employees had to travel to any states due to LGBTQ concerns (e.g., North Carolina) or perception of vacation destinations (e.g., Puerto Rico and Hawaii).

| Action items | Person responsible | Deadline |
|--|--------------------|----------|
| ✓ Send updated 2018 AAPSE National Meeting Survey. | Kerry Richards | 3/7/18 |
| ✓ Send results of survey to a committee that's appointed for meetings. | Kerry Richards | 3/23/18 |

Agenda item: 5. AAPSE Session at International IPM Symposium **Presenter:** Kerry Richards

Discussion: In 2017, the AAPSE EC made the decision that AAPSE should submit a proposal to host a session at the International IPM Symposium to engage with participants and talk about how PSEP programs incorporate IPM into pesticide safety education. Dean Herzfeld and Kerry Richards will present a session at this year's International IPM Symposium to be held in Baltimore, MD on March 21, 2018.

Agenda item: 6. Listserv Distribution **Presenter:** Kerry Richards

Discussion: AAPSE does not have an official policy on sharing its email distribution list. Based on previous discussion, the AAPSE EC/BOD recommends not sharing its email distribution list.

| Action items | Person responsible | Deadline |
|--|---------------------------|-----------------|
| ✓ Ask AAPSE membership whether they support or deny AAPSE EC/BOD's recommendation to not share its email distribution list and provide the opportunity for comments using Election Buddy software. | Kerry Richards | 3/1/18 |

Agenda item: 7. Committee Involvement and Increasing Involvement **Presenter:** Kim Pope Brown

Discussion: Kim Pope Brown discussed the need to keep up in correspondence with AAPSE committees and see if they have committee updates/feedback for AAPSE EC/BOD meetings.

| Action items | Person responsible | Deadline |
|---|---------------------------|-----------------|
| ✓ Send AAPSE committee chairs a message once per month asking for agenda topics or anything new to update the AAPSE EC/BOD before each meeting. | Betsy Buffington | 3/9/18 |

Agenda item: 8. Issues and Evaluations committee update **Presenter:** Kim Pope Brown/Kerry Richards
a. Dicamba
a. Science based decision making

Discussion: 8a. Kim Pope Brown has appointed Ples Spradley and Andrew Thostenson as co-chairs of the Dicamba Issues and Evaluation Ad Hoc committee. Dicamba training is available from NPSEC, the AAPCO website, and several states. Check with your state lead agency to determine if applicators can use training from other states. Contact Ples Spradley if you'd like to go through Arkansas' training.

8b. Kim Pope Brown has appointed Michael Wierda as co-chair of the science based decision making Issues and Evaluation Ad Hoc committee. She is looking for another co-chair for this committee.

| Action items | Person responsible | Deadline |
|---|---------------------------|-----------------|
| ✓ Find co-chair for Science based decision making Issues and Evaluation Ad Hoc committee. | Kim Pope Brown | 3/9/18 |

Agenda item: 9. Allowing 10 Minutes for General Membership to Interact with AAPSE EC/BOD **Presenter:** Kerry Richards

Discussion: Faye Golden couldn't attend the meeting but reported that Zoom has two options that can be used to allow general membership to provide comments during an AAPSE EC/BOD meeting: Zoom

Waiting Room (information at <https://support.zoom.us/hc/en-us/articles/115000332726-Waiting-Room>) and Place an Attendee on Hold (information at <https://support.zoom.us/hc/en-us/articles/201362813-Attendee-On-Hold>). She has tried both options and prefers the Waiting Room option. The only issue she sees would be recognizing the telephone number of callers. Kerry Richards asked that Faye Golden beta test Zoom options at the next AAPSE EC/BOD meeting. Betsy Buffington stated that using the Zoom features would be a good way to have AAPSE committee updates/feedback and provide additional involvement.

| Action items | Person responsible | Deadline |
|---|---------------------------------|----------|
| ✓ Demonstrate Zoom options to AAPSE EC/BOD at next meeting March 26, 2018. | Faye Golden | 3/26/18 |
| ✓ Have AASPE committee chairs do reports using Zoom option of choice at April 30 AAPSE EC/BOD meeting as trial run. | Kerry Richards/Betsy Buffington | 4/30/18 |

Next EC/BOD meeting: March 26, 2018, 11:00am EST.

Future meeting Dates:

- April 30
- May 21 (Third Monday Due to Memorial Day)
- June 25
- July 30
- August 27
- September 24
- October 29
- November 26
- December 17 (Due to holiday break)